

Incident Command System

It's a Disaster! Now What?

Goals

Demonstrate basic knowledge of the Incident Command System (ICS).

Be prepared to coordinate with response partners from all levels of government and the private sector.



Overall Course Objectives

After completion of this course, you should be familiar with ICS:

- **Applications.**
- **Organizational principles and elements.**
- **Positions and responsibilities.**
- **Facilities and functions.**
- **Planning.**

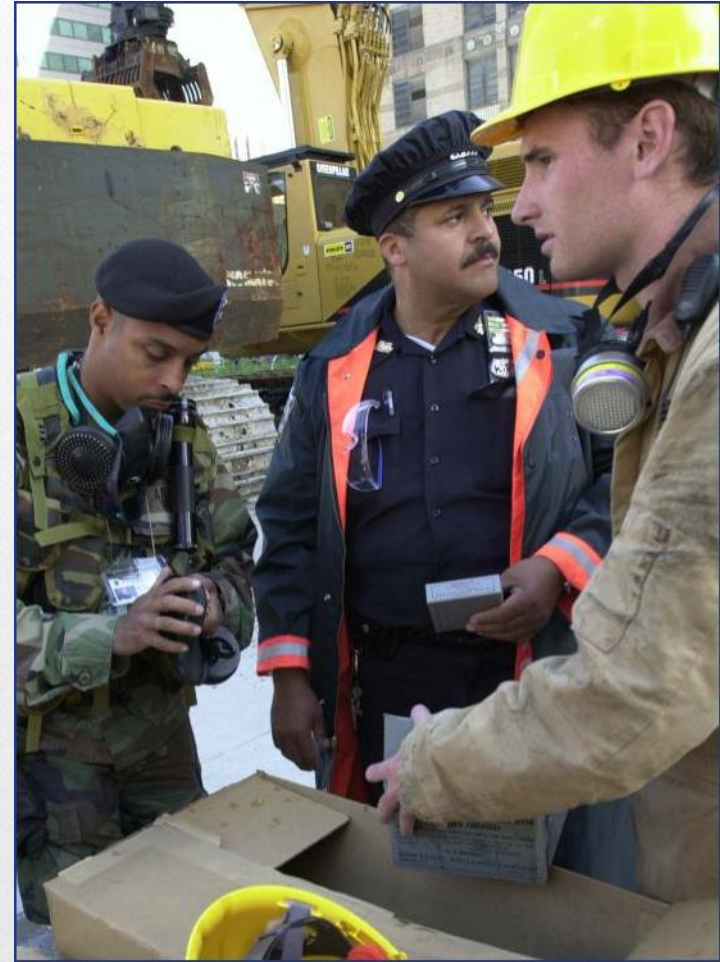
Definition

The Incident Command System (ICS) is a management system designed to enable effective and efficient domestic incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure.



In English ICS is:

- Is a standardized, on-scene, all-hazards incident management concept.
- Enables a coordinated response among various jurisdictions and agencies.
- Establishes common processes for planning and management of resources.
- Allows for integration within a common organizational structure.



What is an
Incident?

An **incident** is . . .

. . . an occurrence
or event, natural or
human-caused, that
requires a response
to protect life or
property.



When is ICS Used?

ICS can be used to manage:

Natural hazards.

Technological hazards.

Human-caused hazards.

Planned events.



Lessons Learned

Without ICS, incident responses typically:

Lack accountability.

Have poor communications.

Use unsystematic planning processes.

Are unable to efficiently integrate responders.



ICS Benefits

ICS helps to ensure:

The safety of responders, workers, and others.

The achievement of response objectives.

The efficient use of resources.



Common Terminology- No Codes!

**Common terminology helps
define:**

Organizational functions.

Incident facilities.

Resource descriptions.

Position titles.



Why Plain English?

EMT = Emergency Medical Treatment

EMT = Emergency Medical Technician

EMT = Emergency Management Team

EMT = Eastern Mediterranean Time (GMT+0200)

EMT = Effective Methods Team

EMT = Effects Management Tool

EMT = El Monte, CA (airport code)

EMT = Electron Microscope Tomography

EMT = Email Money Transfer

Command

At an incident scene, the Incident Commander has the authority to assume command!

Transfer of command requires a written and oral report /review of the event and resources.



Chain of Command

- **Chain of command:**
 - **Is an orderly line of authority within the response organization.**
 - **Allows incident managers to direct and control the actions of all personnel under their supervision.**
 - **Avoids confusion by requiring that orders flow from supervisors.**
 - **Does not prevent personnel from sharing information.**

ICS Organization

- Differs from day-to-day organizational structures and positions by:
 - Using unique ICS position titles and organizational structures.
 - Assigning personnel based on expertise, not rank.
 - Report to only one incident supervisor.
 - Receive work assignments only from the assigned supervisor

Flexible Modular Organization

- Incident command organizational structure is based on:
 - Size, type, and complexity of the incident.
 - Specifics of the hazard environment created by the incident.
 - Incident planning process and incident objectives.

Incident Action Plan

Every incident must have an Incident Action Plan (IAP) that:

Specifies the incident objectives.

States the activities.

Covers a specified timeframe, called an operational period.

May be oral or written.



Elements of an IAP

Every IAP must have four elements:

What do we want to do? What is the timeline?

Who is responsible for doing it?

How do we communicate with each other? What are our resources?

What is the procedure if someone is injured? How do we support personnel?



Incident Facility Map Symbols

**Incident
Command
Post**



**Staging
Area**



Base



**Camp,
Helibase,
and Helispot**



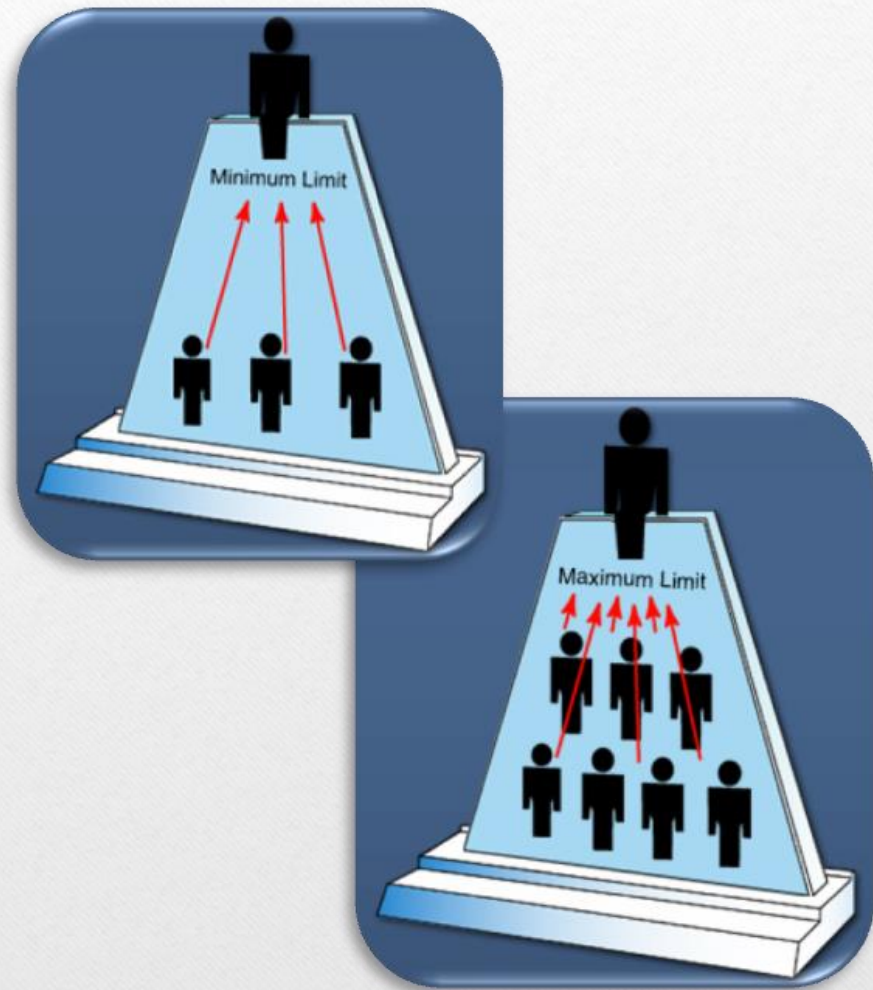
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ICS Management: Span of Control

**ICS span of control
for any supervisor:**

**Is between 3 and 7
subordinates.**

**Optimally does not
exceed 5
subordinates.**



Resources

Resource management includes processes for:

Categorizing resources.

Ordering resources.

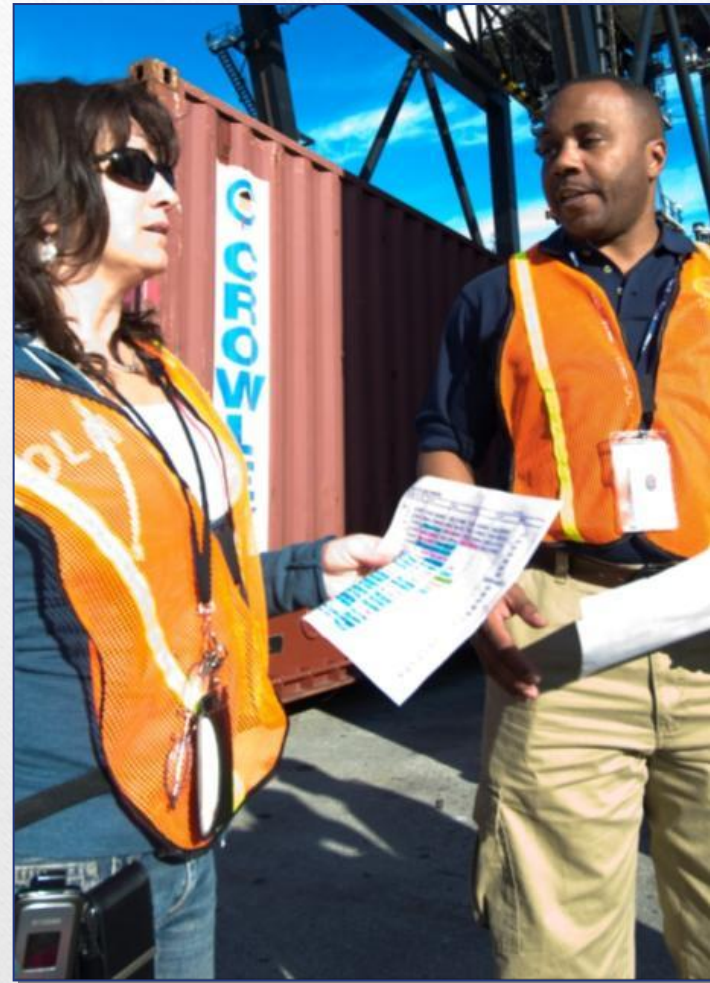
Dispatching resources.

Tracking resources.

Recovering resources.

Reimbursing other

organizations.



Communications

Incident communications are facilitated through:

- **The development and use of a common communications plan.**
- **The interoperability of communication equipment, procedures, and systems.**

Professionalism

- **CORI checks/badging**
- **Training**
- **Licensing**
- **HIPAA and Cultural Diversity**
- **It all adds up to being accountable**

Incident Command

Establishes incident objectives, strategies, and priorities.

Assume overall responsibility for control of the incident

• Operations

- Determines tactics and resources for achieving objectives.
- Directs the tactical response.

• Planning

- Collects and analyzes information.
- Tracks resources.
- Maintains documentation

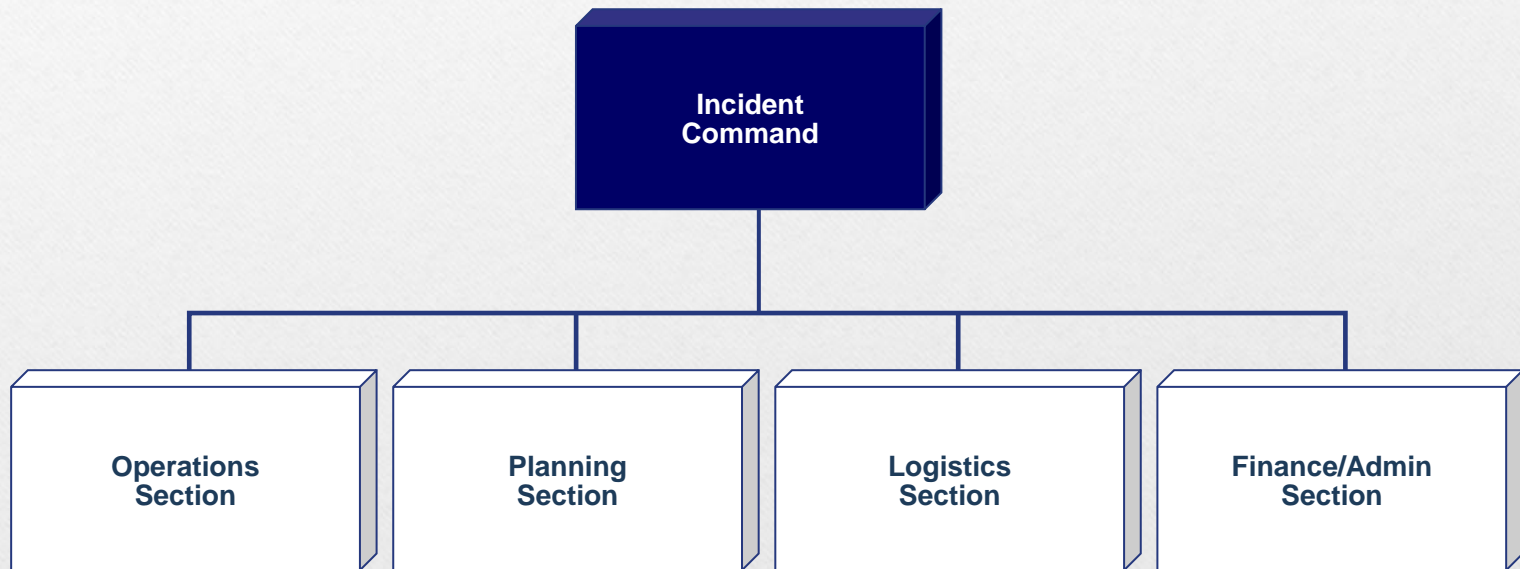
• Logistics

- Provides resources and needed services.

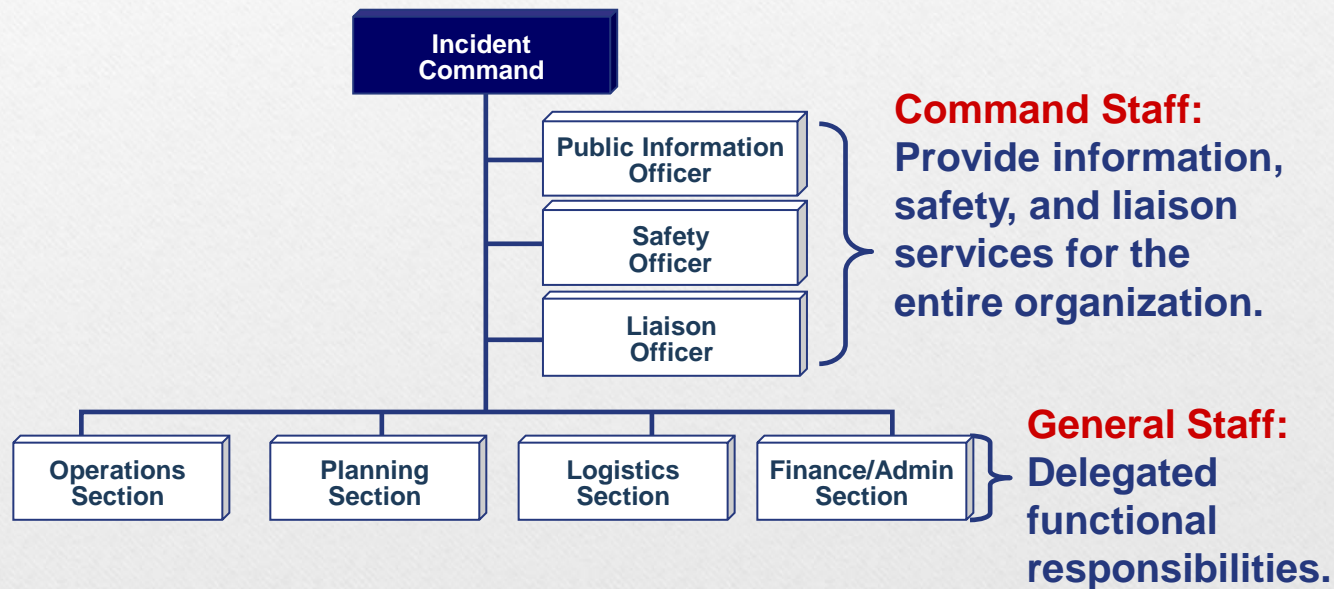
• Finance/ Administration

- Accounts for expenditures, claims, and compensation.
- Procures needed resources.

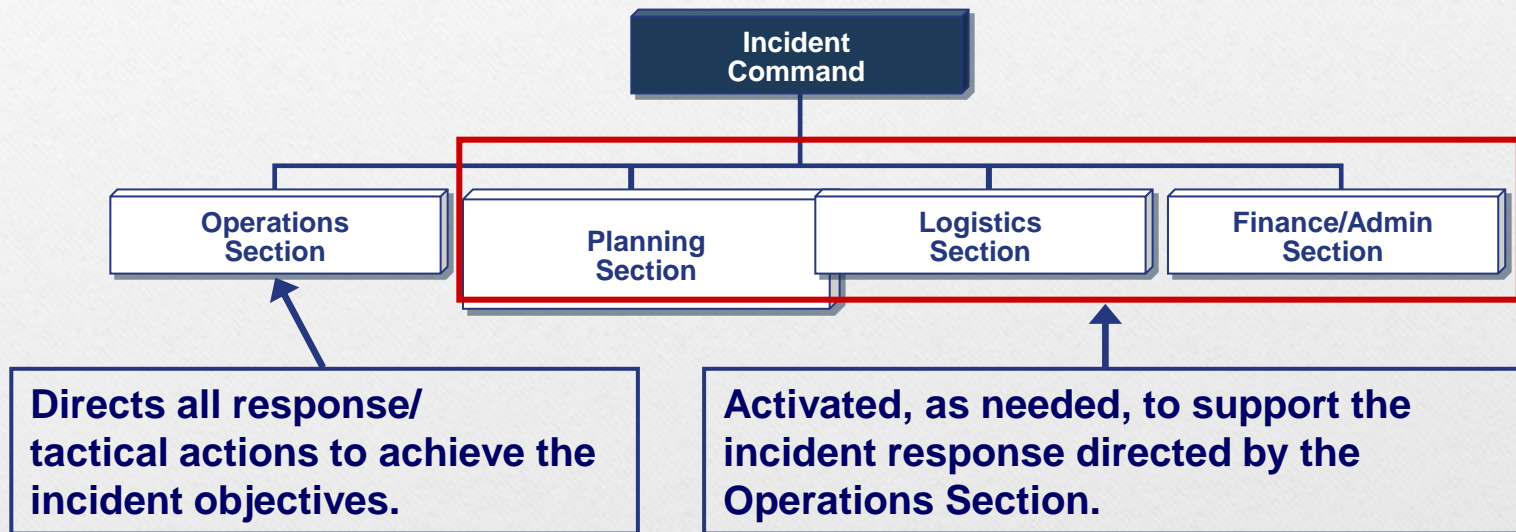
Incident Commander only creates those Sections that are needed.



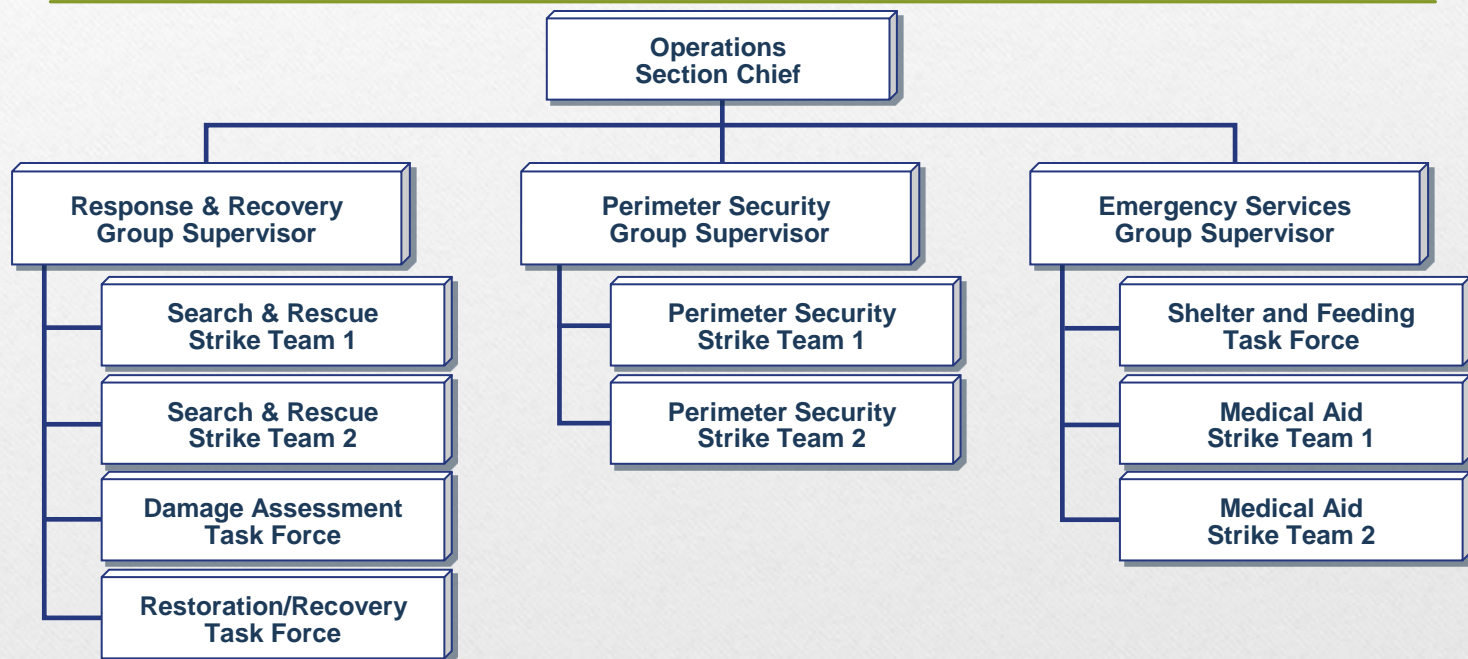
Expanding the Organization



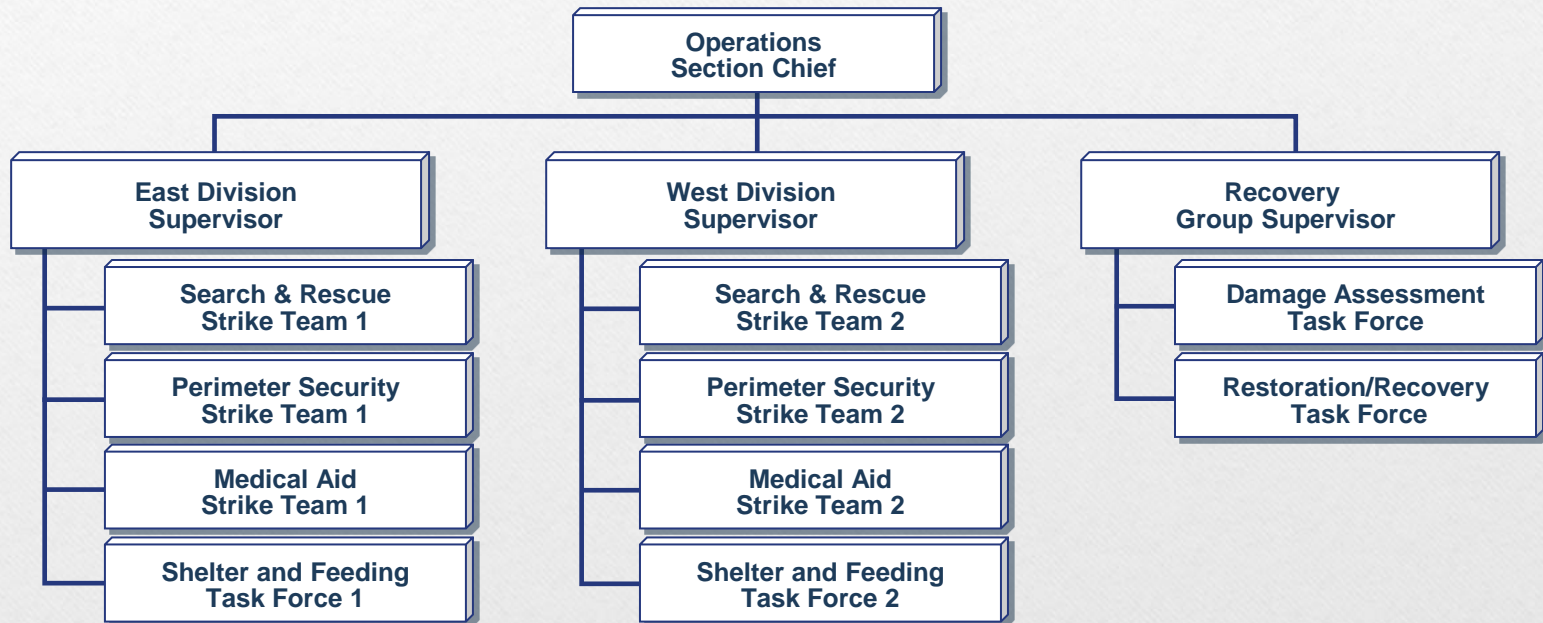
General Staff Overview – Expanding Incidents



Adding Functions



Geographic Division and Groups

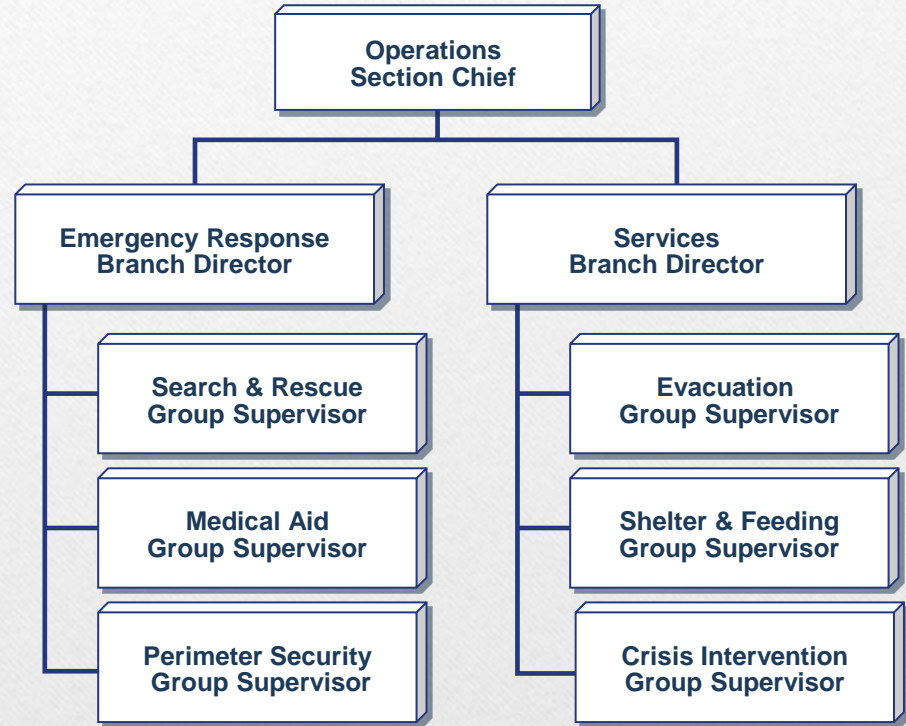


Complex Incidents

Adding Branches helps to:

Supervise Groups
and Divisions.

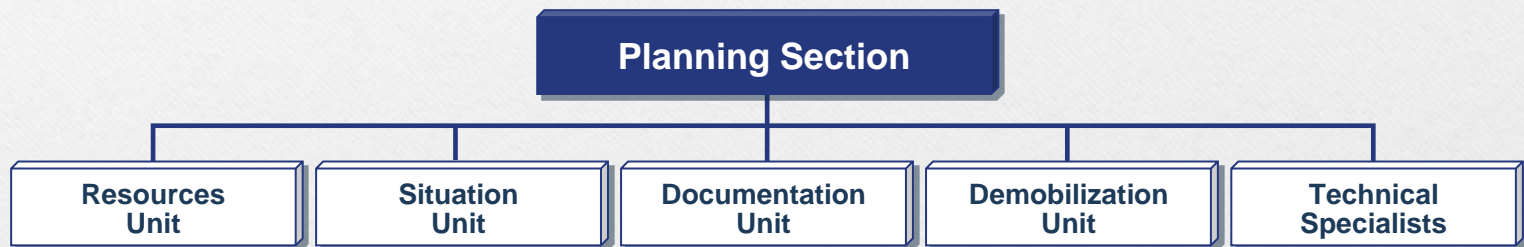
Further reduce span
of control.



Planning Section

- **Collecting, evaluating, and displaying incident intelligence and information.**
- **Preparing and documenting Incident Action Plans.**
- **Tracking resources assigned to the incident.**
- **Maintaining incident documentation.**
- **Developing plans for demobilization.**

Planning Section: Units



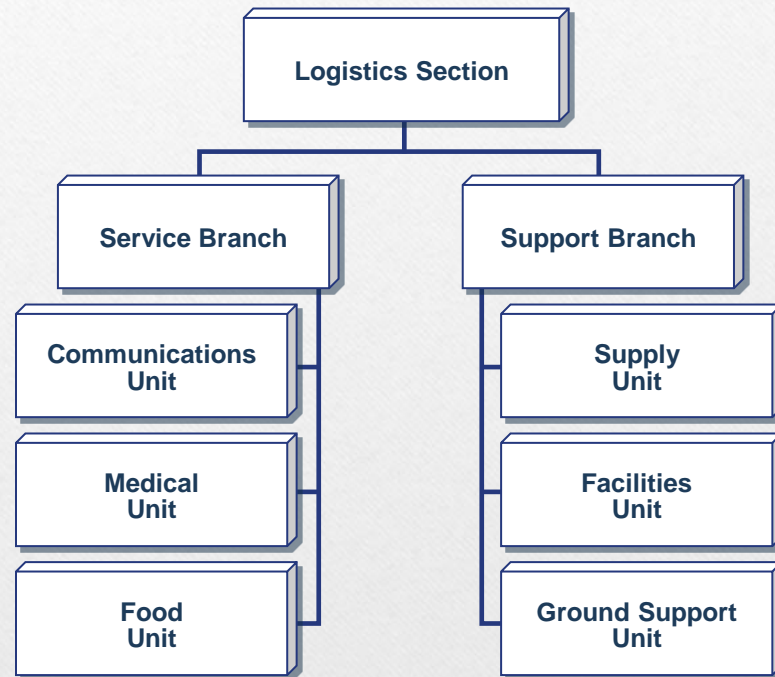
Logistics

- **Ordering, obtaining, maintaining, and accounting for essential personnel, equipment, and supplies.**
- **Providing communication planning and resources.**
- **Setting up food services for responders.**
- **Setting up and maintaining incident facilities.**
- **Providing support transportation.**
- **Providing medical services for injured personnel.**

Logistic Branches and Units

The Logistics Section can be further staffed by two Branches and six Units.

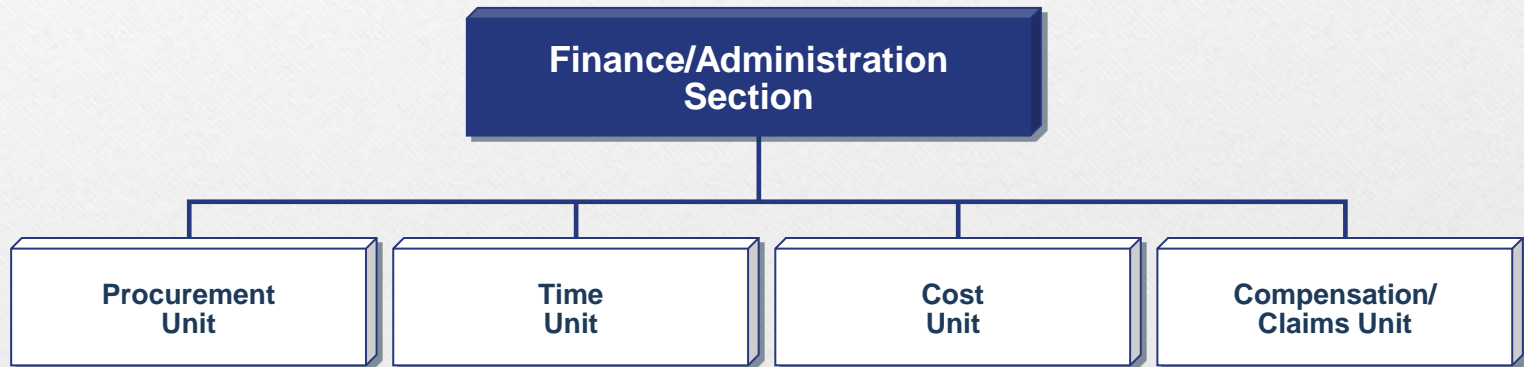
The titles of the Units are descriptive of their responsibilities.



Finance/Administration

- **The Finance/Administration Section is responsible for:**
 - **Contract negotiation and monitoring.**
 - **Timekeeping.**
 - **Cost analysis.**
 - **Compensation for injury or damage to property.**
 - **Documentation for reimbursement (e.g., under MOUs).**

Finance/Administration Section: Units



Making ICS Work!

ICS works when everyone commits to:

Following the chain of command.

Reporting critical information.

Waiting to be dispatched.



Assuming Accountability

ICS requires that you be accountable for:

Abiding by policies, procedures, and guidelines.

Working on objectives outlined in the Incident Action Plan.

Ensuring unity of command and chain of command by taking directions from your incident supervisor.

Managing your stress and being professional during the incident.

Deployment Through a Registered Organization

Have you:

Assembled a go-kit?

**Prepared personal
items needed for your
estimated length of
stay?**

**Made arrangements to
take care of your
personal matters?**



Dispatch and Checking In

Do you know the
procedures for:

Being dispatched/
deployed to an
incident?

Checking in at the
incident scene?



Briefings

Briefings should include:

- **Situation assessment.**
- **Job responsibilities.**
- **Identification of coworkers.**
- **Location of work area.**
- **Identification of break areas.**
- **Instructions for obtaining resources.**
- **Operational periods.**
- **Required safety procedures.**



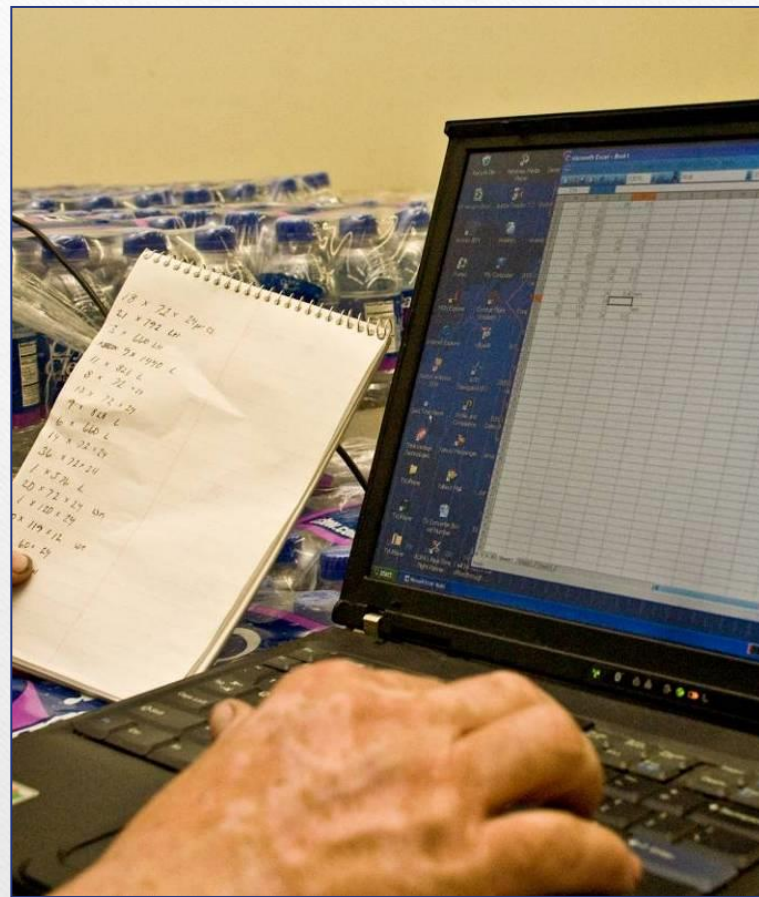
Recording Information

Print or type all entries.

**Enter dates by
month/day/year format.**

**Enter date and time on
all forms and records. Use
local time/military time**

**Fill in all blanks. Use N/A
as appropriate. Leave no
blank spaces.**



Demobilization

At the end of your assignment:

- **Complete all tasks and required forms/reports.**
- **Brief replacements, subordinates, and supervisor.**
- **Evaluate the performance of subordinates.**
- **Follow check-out procedures.**
- **Return any incident-issued equipment or other nonexpendable supplies.**
- **Complete post-incident reports, critiques, evaluations, and medical follow-up.**
- **Complete all time records or other accounting obligations.**

Resources

- **Ready.gov- Resources for citizens**
- **FEMA.gov- free training in the area emergency management and response**
- **Medical Reserve Corps-Federally registered units to support emergency response and public health response**
- **Community Emergency Response Teams (CERT)- Community based teams trained to respond in an emergency.**